

HULMEVILLE BOROUGH COUNCIL
Meeting Minutes
September 14, 2020

The regular monthly meeting of the Hulmeville Borough Council was held on the above date via Zoom. This meeting was advertised in the Courier Times, notice was posted at the Borough Hall and on the Borough website.

Roll call was taken by Mr. Wheeler

Councilmembers Present

Thomas Wheeler, President
Dan Mandolesi, Vice President
Mayor Debbie Mahon
Doug Harris
Nicholas Toth
Doug Edge
Judy Coleman
Nick Lodise

Staff in Attendance

Solicitor Robert DeBias
Chief Baran
Water and Sewer Clerk, Pat Slater
Secretary Dorothy Omietanski
Treasurer Diane McKairnes
Fire Marshall William Wheeler

Councilmembers Absent: none

Councilmembers Late to Arrive: none

Staff Absent: Water & Sewer President Kurt Ludwig

Guests in Attendance: Tricia Boyle, Mike Wasson, Dennis Mitchell, Andy Foley, Alex Miller, Jean Staley, Alicia Gasparavic and John Moser.

Call to Order: Mr. Wheeler called the meeting to order at 7:31 pm; all those present joined in the Pledge of Allegiance.

Mr. Wheeler Stated:

We are holding this meeting by zoom pursuant to Senate Bill SB814, passed as Act 15 of 2020 as a result of the Emergency Declaration issued by Governor Wolf and the stay at home and shelter in place orders that have been issued by Governor Wolf. This meeting was advertised in the Courier Times and notice was posted at the Borough Hall and on the Borough Website. This meeting is being recorded and will be placed on the Borough Website. A draft of the minutes will promptly be placed on the website as well.

Minutes:

Motion made by Mr. Harris seconded by Mr. Mandolesi to approve the minutes of August 3 & 18, 2020; Motion Passed with all in favor 7-0-0.

Mayors Statement:

As Hulmeville Borough continues to be in compliance with Bucks County being in the Green Phase and I encourage everyone to honor the guidelines with wearing face masks and practicing social distancing.

Some decisions have been difficult to make but none more cumbersome as cancelling community events. Hulmeville Community day was cancelled but will be held as a National Night Out Event on Tuesday evening, October 6, 2020 from 5 pm to 7 pm. The event will be in the William Penn Fire Company parking lot and will mimic the Stormwater Committees' successful spring plant give-a-way. This will be a drive-through event for borough residents to come say hello to the Hulmeville Borough Police Department as well as Town Council. There will be information handed out for family safety suggestions and fall goodies too: one bag per car and/or one per child. All residents are encouraged to stay in their vehicles.

The Bucks County NAACP reached out to state that they welcome meeting with local municipalities to discuss the recent police brutality events and how to learn from them. They suggested to include the surrounding boroughs and to invite the Mayors and Police Chiefs. I will do so this week with some prospective dates.

Public Comment:

- Penndel Middletown Emergency Squad – Mr. Michell and Mr. Foley attended the meeting to request an RDA sponsorship for two projects. They have already presented, and received support from Langhorne Borough, and Langhorne Manor. Mr. Wheeler asked Mr. Michell which municipality would be assigned as the primary sponsor. The primary sponsor would be the main contact for the grant, responsible for all paperwork and audits if necessary. Mr. Michell confirmed that Langhorne Manor would be the primary contact. The two projects they are asking grants for are 40 ballistic vests at a cost of \$26,994.00, and a new generator at their main station at a cost of \$23,877.37.

Motion made by Mr. Lodise and seconded by Mr. Mandolesi to support Penndel Middletown Emergency Squad for their request of ballistic vests at a cost of \$26,994.00 and generator at a cost of \$23,877.37 through the RDA; motion passed with all in favor 7-0-0.

- Catherine Street – Ms. Miller would like an update on the ongoing issues on Catherine St. Chief Baran cannot discuss active investigations, however confirmed that the police department is aware of the issue, and is addressing the problems. Ms. Miller stated that items have been stole from her property. Chief Baran encouraged her to file a report with the police department. Ms. Staley stated that she sees activity in the middle of the night, and was not sure if she should call every time she observes unusual activity. Chief Baran told her if it is an emergency, call 911, or if it is just to report activity she can call Hulmeville Borough's non-emergency number. If an officer is not on duty, leave a message, and they will follow up when they return. Ms. Boyle appreciates the police support, and asked how many complaints have the police received in the past few months. Chief Baran responded that the department has received around 20 complaints.

Police Report:

- The police report was submitted for the month of August 2020: 28 incident reports, 0 accident reports, 11 assist, 0 EMS call, 0 summary citations, 24 traffic citations, 2 criminal arrests, 1 parking, 16 hours district court and 0-hour county court or total hours worked: 258, Total Salary \$6,329.70.
- Thank You – Mayor Mahon thanked the Hulmeville Police Department for their response to her call regarding an issue she had on her property.
- Fire Arms Qualifications – Chief Baran confirmed that all officers have completed their second fire arms qualification for the year.
- RDA Requests – Chief Baran would like to add an additional item to his RDA requests for this year. He would like to add a third camera head license plate reader for the police vehicle, at a cost of \$8,300. The camera head would also add a \$100 annual cost to the budget for a warranty. Mayor Mahon recommended council add a camera head LPR at a cost of \$8,300 to the RDA grant application.

Motion made by Ms. Coleman and seconded by Mr. Mandolesi to add a third camera head License Plate Reader to the RDA Grant application at a cost of \$8,300; motion passed with all in favor 7-0-0.

- Police Policies – Mayor Mahon confirmed that the Police Committee is currently working on record retention, and handling of intoxicated people, to be added to the police policies.
- Credit Card – Mr. Harris is working on finalizing the credit card application with Plgit. Mr. Harris believes it would be more efficient if he receives authorization to sign all the paperwork for the Borough with regards to the credit cards.

Motion made by Mr. Lodise and seconded by Mr. Mandolesi to authorize Doug Harris to sign all documentation related to the Plgit credit card application; motion passed with 6-0-1 (Mr. Harris abstained from voting).

Mayors Report:

- Covid-19 signs – Mayor Mahon reminded Mr. Wheeler that Covid-19 related signs are still needed for the playground.
- 150th Celebration Meeting – Mayor Mahon informed council that the 150th Celebration Committee meeting held on September 2nd was well attended. Committees will be moving forward with all plans.

Emergency Management Coordinator: no report

Fire Marshal:

- Revised Open Burn Ordinance – Fire Marshall Wheeler circulated to council revised Open Burn Ordinance. Mr. DeBias recommended council repeal the current open burn ordinance and make a new ordinance. Council agreed to address this issue at the September work session.

- Website Revisions – Fire Marshal Wheeler asked council to look for an email next week with the final version of the new website.

Authority: no report

Borough Property:

- Soccer Fields – The soccer field clean up is completed. There are three piles of brush, and tree limbs left to remove. Ed Vile has offered to remove them at a cost of \$850, which will cover the cost of a Trash Daddy bin. Mr. Mandolesi told council this is a very generous offer, and will save the Borough a lot of money.

Motion made by Mr. Lodise and seconded by Mr. Mandolesi to pay Ed Vile \$850 to remove the remainder of debris from soccer field clean up; motion passed with all in favor 7-0-0.

- Playground Equipment – Ms. McKairnes and Mr. Mandolesi scheduled an inspection of the playground equipment, completed by the company who installed the equipment. They confirmed that all the equipment is in good shape. The only issue they saw was the railings Borough currently have is now no longer allowed. The spacing between rails is too wide, and the company can update the railings at a cost of \$2,455. Mr. DeBias recommended council receive three bids for the work. Mr. Mandolesi recommended council use the company that originally installed the equipment, because the railings will fit exact without any issues.

Motion made by Mr. Mandolesi and seconded by Mr. Lodise to approve the purchase of three railings to update the playground equipment at a cost of \$2,455; motion passed with all in favor 7-0-0.

- Mason Work – Mr. Mandolesi contacted two masons regarding work at Borough Hall and he has not heard back from either yet.
- Mowing – Mr. Harris confirmed that the number of cuts for the budget is 26 for the year, and Mr. Mandolesi suggested adding \$5 per cut to the cost. Mr. Mandolesi confirmed that there is one more year on the lawncare contract. Mr. Mandolesi also recommended the use of weed killer for the playground. Mayor Mahon recommended preemergent, which costs \$38 per bag, and she suggested buying two bags. Mr. Mandolesi will also talk to Mark Boone regarding expanding his services to include lawn maintenance. Mayor Mahon will write a proposal for the lawn maintenance items. Chief Baran would be willing to volunteer time to pull weeds this Saturday at 9am. Ms. Boyle volunteered to join him. Mr. Lodise and Ms. Coleman will pull weeds on Sunday. Anyone pulling weeds should make sure the pile of weeds is placed outside of the playground so Mr. Vile can collect them with the other piles he is collecting.
- Paving Parking Lot – Platinum Paving’s work is complete. The balance due is \$4,361.75 and Mr. DeBias asked that a copy of the check be sent to him. Mr. Wheeler updated council on the balance left from the RDA grant is \$9,855. Platinum Paving will complete concrete work and seal coat on the Borough apron at a cost of \$7,245. They require a 35% deposit to start the work.

Motion made by Mr. Wheeler and seconded by Mr. Mandolesi to hire Platinum Paving at a cost of \$7,245.00 to complete cement work and seal coating at Borough Hall; motion passed with all in favor 7-0-0.

Motion made by Mr. Harris and Mr. Lodise to pay Platinum Paving the balance due \$4,361.75; motion passed with all in favor 7-0-0.

- Bridge at Washington Ave – Ms. Boyle recommended adding the bridge at Washington Ave to the list of improvements for the upcoming budget. Mr. Wheeler will need to investigate who is responsible for the maintenance of the bridge.

Trash:

- Trash Issue – Mr. Lodise informed council that Leck had an altercation with a resident over having too much trash out for collection. Mr. Lodise has reached out to Leck for more information and have heard nothing back but believe the issue has been resolved.

Lights: no report

Streets:

- Sign Down – There is a 25-speed sign down along Main Street. Mr. Lodise will reinstall it.
- Potholes – Mr. Toth reminded Mr. Lodise that there are very large potholes on Walnut St that need attention before winter.

Personnel:

- Zoning Enforcement Officer – Personnel committee will be interviewing Rose for the Zoning Enforcement Officer position on Thursday at 7pm at the gazebo at Borough Hall.

Finance:

- Police Budget – Mr. Harris confirmed that he has received the police budget.
- Amusement Tax – Neshaminy Shore Club was closed for business this year due to Covid-19. Mr. Harris is recommending the amusement tax in the budget for 2021 be 0 since no one knows if the Shore Club will be open next year. Mr. Wheeler knows that Neshaminy Shore Club did complete updates to their property this year, and has plans to reopen next year if allowed.
- Schedule for Approval – Mr. Harris is going to have a budget meeting Thursday at 7:30 and will present the 2021 budget at the work session meeting. Mr. DeBias confirmed that the budget needs to be finalized for advertising at the November council meeting, so council should have the draft of the budget by the October council meeting.
- Seminars – Mr. Harris is requesting to attend 4 webinars on capital budgeting through the Borough Association at a cost of \$200.

Motion made by Ms. Coleman and seconded by Mr. Lodise to approve the spending of \$200 for Mr. Harris to attend four webinars on budgeting; motion passed 6-0-1 (Mr. Mandolesi had to leave the room during the vote).

Planning:

- 111 Green Street – The HARP received a letter from the owner’s architect which verified the poor condition of 111 Green Street home. HARP voted 3-1 to approve the request to demolish the current home. Residents on Green Street have informed the Borough that the workers at 111 Green Street are not abiding by the one-way traffic signs.
- Langhorne Pallet Company Trenton Rd – Three members of council, along with Mayor Mahon and Mr. DeBias, will be meeting with the pallet company who requested the meeting to discuss a possible expansion of their business. This meeting will be to collect information only.

Committee Meeting:

- Stormwater Manager - In the recent committee meeting it was discussed to advertise for a Floodplain Administrator/Stormwater Manager for Hulmeville Borough. The amount of work that is required continues to rise and the time to hire is now. Amanda Fuller from Gilmore and Assoc has stated that Gilmore is already performing most of the required tasks for other clients. The committee will meet to discuss Gilmore’s proposal and other possible options.

MS4:

- Newsletter – The fall 2020 newsletter is in the final stage and will be mailed next week.
- Upcoming dates: -The tree planting at Borough Hall will be held on Saturday, November 14th

TMDL / BMP's: Permit years 2018-2022 – DEP will be doing their permit inspections in the spring of 2020. Samantha Brinker from Gilmore and Associates will keep us informed of that inspections. Due to Covid-19, this had been postponed.

- TMDL No1: encouraged riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage storm water control measures
- TMDL No 3: installation of 2 deciduous trees in open space or within the borough proper
- TMDL No 4: reduce infiltration
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: encouraged home owners to install rain barrels
- TMDL No 8: additional provisions:
 - Continued with the 4 leaf pick-ups through the fall/winter season
 - Sump Pump inspection enforcement
 - Decide on sediment reduction project
 - Lawn and garden pick up 4/1-12/1 weekly

Floodplain:

- Open Space Margareta Ave - The properties along Margareta Avenue have reached out in regard to dead limbs in trees, dead trees and standing water within the Open Space areas that surround their properties. The county was contacted, via email on June 17, 2020, but has not yet replied.
- Property Inspections – Mayor Mahon is working on completing the floodplain property inspections completed. There has been a slow response.
- Neshaminy Falls - The Open Space area around the Neshaminy Falls will now be referred to as Hulmeville Falls and/or 15 Beaver Street. The Bucks County Parks Department was concerned that the area did not have 2 proper address for when calls are received by dispatch.

Storm Water:

- Storm Drains – Amanda Fuller, Gilmore and Assoc. is working on an RFP to get the storm drain inlets cleaned. Gilmore has received the required amount of bids and they are currently being reviewed.
- Updated Data Base – Mayor Mahon appreciates any updates and contact information for new residents that have moved into our town in that storm water affects all residents and not just those who live in floodplain.
- McCarthy Ave – Mr. Young on McCarthy Ave contacted Tina Davis’ office, again, with his sincere concern with stormwater issues that affect not just his property, but his home. Council needs to schedule a follow up meeting with Gilmore and Assoc to discuss findings from the Hulmeville Water Authority’s report.

Zoning:

- Building Code Ordinance – Mr. Wheeler, Mr. Mandolesi, Fire Marshal Wheeler, Mr. DeBias and Mr. Harris reviewed the 2018 International Building Maintenance Code. Mr. Harris will forward the document to council for discussion at the work session.

Solicitor:

- RDA Grant Applications – Mr. DeBias drafted three resolutions for the RDA Grant applications for 2021. The first is for cameras, entrance locks and police equipment. The second is for a digital sign at William Penn Fire Company. Council confirmed that an agreement should be made with WPFC that the sign cannot be used for political reasons or to run ads, and that the Borough can use it for community announcements. The last RDA resolution is for interior LED lighting for both firehouses.

Motion made by Mr. Lodise and seconded by Mr. Harris to authorize an application for the Municipal Grant program for cameras, entrance locks and police equipment at Borough Hall; motion passed with all in favor 7-0-0.

Motion made by Mr. Mandolesi and seconded by Mr. Lodise to authorize an application for the Municipal Grant for a digital sign for William Penn Fire Company; motion passed with all in favor 7-0-0.

Motion made by Mr. Mandolesi and seconded by Mr. Lodise to authorize an application for the Municipal Grant for LED interior lighting at both William Penn Fire Company stations; motion passed with all in favor 7-0-0.

- Peace Valley – Peace Valley is behind schedule on using their 2020 RDA Grant due to Covid-19 shutdowns. They are going to try to have everything spent by the end of the year.
- Work Session – Mr. DeBias reminded council that the work session this month is late and scheduled for 9/22/20.

Treasurer’s Report: Treasurer’s Report for July 14, 2020 was made available for inspection:

• General Fund Checking Balance as of August 1, 2020:	\$ 415,607.30
Expenses Totaled:	\$ -59,013.62
Income Totaled:	<u>\$ 60,523.43</u>
General Fund Checking Balance as August 30, 2020:	\$ 417,117.11
• Sewer Fund Checking Balance as of August 1, 2020:	\$ 45,650.02
Expenses Totaled:	\$ -18,090.83
Income Toted:	<u>\$ 27,476.54</u>
Sewer Fund Checking Balance as of August 31 2020:	\$ 55,035.73
• Sewer Fund PLGIT Balance as of August 1, 2020:	\$ 227,740.58
Interest	\$ 3.37
Deposit	\$ 0
Expense	<u>\$ 0</u>
Sewer Fund PLGIT Balance as of August 31, 2020:	\$ 227,743.95
• Highway Aid PLGIT Balance as of August 1, 2020:	\$ 51,976.74
Interest	\$ 1.20
Deposit	\$ 0
Expenses	<u>\$ -14.36</u>
Highway Aid PLGIT Balance as of August 31, 2020:	\$ 51,963.58
• General Fund PLGIT Balance as of July 1, 2020:	\$ 279,229.90
Interest	\$ 39.49
Deposits	\$ 50,000.00
Expenses Total:	<u>\$ -4,445.88</u>
General Fund PLGIT Balance as of August 31, 2020:	\$ 324,822.51

Bills: A copy of the bill list dated September 11, 2020 was provided to Council and offered for review by the public. Fourteen bills were added: Comcast \$122.79 and \$209.46, Middletown Township \$138.34, ATT \$84.24 \$44.78 \$311.21 \$160.56, Gilmore Assoc MS4 \$1,141.25,

Gilmore Assoc General \$336.90, 111 Green St \$7.88, Carroll Engineering \$67.50, Zoom Kurt Ludwig \$15.89, MJ Riter \$50.00 and Judy Buchhofer \$368.75.

- **General Fund** beginning balance as of August 31, 2020: \$ 417,672.83
ending balance as of October 5, 2020: \$ 391,926.98
- **Sewer & Water** beginning balance as of August 31, 2020: \$ 57,362.84
ending balance as of September 17, 2020: \$ 35,647.76
- **Highway Aid** beginning balance as of September 4, 2020: \$ 51,708.62
ending balance as of September 4, 2020: \$ 51,708.62

A motion made by Mr. Mandolesi seconded by Mr. Lodise and carried unanimously to approve the bill list dated September 11, 2020; motion carries 7-0-0.

New Business;

- Langhorne Pallet – Mr. Harris would like to register a complaint regarding Langhorne Pallet. They are starting work before 7am in the morning, they are exceeding their outside storage and there are some trash issues. Mr. Wheeler will talk to Ms. Buchhofer about it.

Old Business:

- Borough Manager – Mr. Harris reached out to the Borough Association to see if they or a firm they recommend would be able to review our business, and make recommendations on how we can improve.
- Escrow Refund – Mr. Wheeler 12 years ago had an escrow account for a subdivision for land development. Diane will investigate and determine the amount due. No action has been taken, and Mr. Wheeler requested release of the escrow.

Motion made by Mr. Mandolesi and seconded by Mr. Lodise to release to Mr. Wheeler the amount of escrow he posted with Hulmeville Borough for land development; motion passed 6-0-1 (Mr. Wheeler abstained from voting).

The meeting was adjourned at 10:02 pm; motion made by Mr. Lodise seconded by Mr. Harris; carried 7-0-0.

Respectfully Submitted

Dorothy Omietanski
Secretary Hulmeville Borough